

EXERCICE 2020

CONSEIL D'ADMINISTRATION DE L'UNIVERSITÉ DE TOURS
Séance du 02 mars 2020**DÉLIBÉRATION n°2020-06**

Le conseil d'administration s'est réuni le lundi 02 mars 2020 en séance plénière, sur convocation du Président de l'université, adressée le vendredi 21 février 2020.

Point de l'ordre du jour :

4.3. Approbation des conventions internationales.

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Vu le code de l'éducation,

Vu les statuts de l'université de Tours,

Vu l'avis de la commission des relations internationales du 3 février 2020,

Exposé de la décision :

Le conseil d'administration doit approuver les huit conventions internationales examinées par la commission des relations internationales du 3 février 2020.

Proposition de décision soumise au conseil :

approbation des conventions internationales suivantes :

1. Création – Convention d'échange d'étudiants – Nagaoka Institute of Technology (Japon) – Department of Information and Management Systems Engineering
2. Renouvellement – Convention échange d'étudiants – Korea University (Corée du Sud)
3. Renouvellement – Convention échange d'étudiants – Concordia University (Canada)
4. Renouvellement – Convention échange d'étudiants – Simon Fraser University (Canada)
5. Renouvellement – Convention échange d'étudiants – Vellore Institute of Technology (Inde)
6. Création – Accord-cadre – Bujumbura International University (Burundi)
7. Création – Accord-cadre – Nagaoka Institute of Technology (Japon)
8. Création – Accord-cadre – Naresuan University (Thaïlande)

Après en avoir délibéré, le conseil d'administration approuve la présente décision, comme suit :

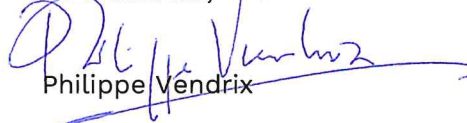
Nombre de membres constituant le conseil :	37
Quorum :	19
Nombre de membres participant à la délibération :	26
Abstentions :	0
Votes exprimés :	26
Pour :	26
Contre :	0

Pièces jointes :

- présentation et texte des conventions internationales soumises à approbation.

Fait à Tours, le 04 mars 2020

Le Président,


Philippe Vendrix

Classée au registre des délibérations du conseil d'administration, consultable au secrétariat de la direction des affaires juridiques	Délibération publiée sur le site internet de l'université le : 10 MARS 2020
	Transmise au recteur le : 10 MARS 2020

MEMORANDUM FOR EXCHANGE OF STUDENTS

BETWEEN

DEPARTMENT OF INFORMATION AND MANAGEMENT
SYSTEMS ENGINEERING
NAGAOKA UNIVERSITY OF TECHNOLOGY

AND

UNIVERSITY INSTITUTE OF TECHNOLOGY – BLOIS
UNIVERSITY OF TOURS

In accordance with clause 1-(2) of the Agreement of Academic and Educational Collaboration between Department of Information and Management Systems Engineering, Nagaoka University of Technology (NUT) and the University Institute of Technology Blois (I.U.T. Blois) - University of Tours (UT), the two universities hereby agree to promote exchange of students.

1. Period of Stay

The maximum period of stay for exchange students in the host university shall be one semester or one academic year; extension of this period shall require approval from both universities.

2. Number of Exchange Students

Each university shall send and accept under this memorandum not more than five students per academic year. The number of students shall be fixed by annual consultation between the two universities.

3. Selection of Exchange Students

Each university shall be responsible for the nomination of qualified candidates for the exchange program. Each university will select its own exchange students giving particular consideration to the communication language of the host university.

4. Status of Exchange Students

Exchange students already enrolled in undergraduate/post-graduate study at NUT or UT shall be admitted as special or exchange students (non-degree students) in the respective host university for the period of exchange.

5. Field of Study for Exchange Students

The field of study/research for exchange students must be one for which the host university can appoint a qualified supervisor for the students.

6. Study Program and Evaluation

The study programs or supervised research projects at the host university will be determined for exchange students in consultation with the academic advisers of both the host and home universities.

Academic performance shall be evaluated according to the rules of the host university. Research projects will be evaluated by host and home universities.

7. Academic Record and Accreditation

Each host university agrees to provide the home university the academic record obtained by exchange students, which will be accredited according to the rules of the home university.

8. Tuition

Exchange students shall pay normal tuition to the home university, and there shall be no requirement for payment of tuition, screening fees, or admission fees to the host university. Neither university will impose additional fees for tuition or academic services.

9. Accommodation

The host university shall make its best efforts to assist exchange students in finding accommodation at a reasonable cost.

10. Financial Responsibility

The Exchange students shall be responsible for their own expenses including travel expenses, living expenses, accommodation costs, medical expenses, and personal expenses such as telephone charges, books, etc. The exchange students shall be required to purchase health and casualty insurance at the minimum level of coverage recommended by the host university to cover such contingencies while in the host university and such premiums shall be borne by the exchange students.

11. Discipline

The exchange students shall receive the full rights of students in the host university and be bound by the rules and regulations of the host university.

12. Intellectual Property

It is understood that the title to all inventions or discoveries made solely by UT resulting from the research performed hereunder shall reside in UT, title to all inventions or discoveries made solely by NUT shall reside in NUT, and title to all inventions and discoveries made jointly by NUT and UT shall reside jointly in NUT and UT.

13. Languages used

The text of this memorandum is established in English. Should any questions on any part of the agreement arise, the two universities will confer with each other to reach a mutual solution.

14. Others

Other matters necessary for the exchange students shall be mutually determined as specific cases require. This memorandum shall become effective when appropriate representatives of the two universities affix their signatures to the memorandum.

Nagaoka University of Technology

University of Tours

Professor Dr. Li Zhidong
Head, Department of Information and
Management Systems Engineering

Dr. Philippe Vendrix
President

Date :

Date :

I.U.T. Blois

Prof. Patrick Laffez
Director

Date :



STUDENT EXCHANGE AGREEMENT

between
Korea University
and
University of Tours

I. INSTITUTIONS & PURPOSES

The purpose of the Agreement is to establish an affiliation between Korea University (hereinafter referred to as “KU”) and the University of Tours (hereinafter referred to as UT) to implement a university-wide student exchange program.

II. DEFINITION

In this Agreement, unless the content will otherwise imply, “exchange” shall mean a one-for-one exchange of students from each university; “exchange students” shall mean students participating in the exchange implemented herein; “home institution” shall mean the university at which the student intends to graduate; and “host institution” shall mean the university which has agreed to receive the exchange student(s) from the home institution.

III. PRINCIPLES IN RECIPROCITY

1. Exchanges shall be reciprocal and balanced over the duration of this agreement. Exchange students shall pay tuition and fees to their home institution while tuition and fees will be waived at the host institution.
2. Each university may send up to 4 full-year students per year, or 8 one-semester students, as the number shall be calculated in terms of “student semesters/terms” (e.g., one student for one academic year equals two student semesters/terms or three student quarters). However, this number may vary in any given year, provided a balance of exchanges is obtained over the term of the Agreement. The normal exchange period shall be one semester or one academic year. (It is to be noted that this Agreement does not include exchange student enrolment in KU’s ISC or IWC short-term programs).
3. In the event of an anticipated imbalance, either party may suspend or reduce intake or outflow of students to establish a balance.
4. Exchange students will not be charged for application or tuition fees at the host institution. The host institution may collect certain mandatory fees (e.g., health services) from incoming students, which are not required by the outgoing students. All such fees

will be specified in advance.

5. Exchange students will be accorded the rights and privileges of regular attendance at the host institution, excluding the rights to matriculate and/or earn degrees at the host institution.
6. The exchange program shall be administered through the International Relations Office at the University of Tours and the Office of International Affairs at Korea University. All exchange students to Korea University will attend classes at KU's Seoul Campus.

IV. APPLICATION & ADMISSION

1. Students who wish to participate in the exchange shall submit applications to the international programs coordinator (or other designated official) of their home institution.
2. Exchange students shall be nominated on the basis of criteria determined by the home institution. However, all students must have completed at least two semesters of study at the home institution before beginning the exchange period and have demonstrated superior academic achievement and meet a language proficiency requirement, defined as the capability for a student to succeed academically at the host institution. The host institution reserves the right to review these students and to make the final decision concerning their admission.
3. The names of students undertaking the exchange, together with relevant academic information, including a list of classes/modules each student wishes to take, will be sent to the host institution approximately four months prior to the exchange taking place.
4. The host institution's international programs coordinator shall arrange for appropriate review of applications and selection of applicants, and shall notify successful candidates via the international programs coordinator for KU no later than May 31 for the fall semester/term and November 30 for the spring semester/term; and for the international programs coordinator for UT no later than May 31 for the fall semester/academic year and November 30 for the spring semester. This notification should include an evaluation of the availability of preferred classes/modules.
5. While students nominated by their home institution will normally be accepted by the host institution, the host institution international programs coordinator retains the right to review these students and to make the final decision concerning their admission. Lack of availability of desired classes may result in denial of otherwise qualified applicants.
6. The host institution international programs coordinator will assist in the procurement of all visa documents for exchange participants.
7. Students applying to KU and UT must have completed a minimum of 2 full semesters before application.

V. REGISTRATION, FEES, & RECORDS

1. Exchange students shall pay tuition and fees at their home institution. Neither university shall request charges from exchange students for tuition or application.
2. Students will receive all orientation and registration materials from their host international programs coordinator with instructions to go through the normal registration procedures of that institution, abiding by the established deadlines. While effort will be made to assist students in enrolling in the classes they prefer, there is no guarantee of specific classes.
3. All students must register on a full-time basis. (At KU full-time enrollment requires 12 credits per semester and at FU full-time enrollment requires 30 credits per semester.)
4. Records will be established for exchange students as if they were regularly matriculated students of the host institution. An official transcript of course work and grade will be mailed to the Registrar of the home institution at the completion of each semester of attendance.
5. Any academic credit that the student receives from the host institution may be transferred back to the home institution in accordance with procedures determined by the home institution.
6. An exchange student who wishes to participate in a foreign language program in addition to the courses taken during the exchange semester may do so upon payment of established session fees to the host institution.

VI. STUDENT OBLIGATIONS

1. Exchange students will be responsible for ensuring their own international transportation either arranged individually or by the sending institution. Travel costs will be the responsibility of the individual exchange students.
2. Exchange students are responsible for securing their own financial support, and the host institution bears no responsibility for providing funds to an exchange student for any purpose.
3. Exchange students are responsible for securing their own housing accommodations, but the host institution will provide assistance and support in locating appropriate housing. Students interested in living in university housing, if available, should apply to the housing office of the host campus through the host international exchange coordinator.
4. Exchange students require health insurance valid in the host country and for the entire duration of their exchange program. Proof of health insurance valid in France is required for exchange students from KU. Exchange students from UT will be required to show proof of health insurance valid in Korea before they depart from their home. Exchange students from UT will be required to purchase their own health insurance and send a copy of the policy to KU one month before their arrival in Korea.
5. The obligations of the two institutions under this Agreement are limited to the exchange students only and do not apply to partners or dependents. Expenses of accompanying partners/dependents are the responsibility of the exchange students.

6. Each institution reserves the right to dismiss any participating student at any time for academic or personal misconduct in violation of established regulations of the host institution and the host country. The dismissal of a participant shall not abrogate the agreement for the arrangements regarding other participants. Exchange students are subject to the same rules and regulations as local students.
7. Upon completion of the exchange period at the host institution, the participating students must return to their home university. No extension of stay will be authorized unless otherwise specified by the home institution.

VII. PERIOD OF AGREEMENT & REVISION

This Agreement shall be executed on the date of signature and remain in effect for five (5) years. It shall be extended automatically for an additional period of five (5) years at each expiration date unless either party gives six (6) months' advance notice in writing to terminate the Agreement. Both KU and UT shall engage in mutual consultation and negotiation in the event(s) any major issue(s) arise in connection with this Agreement. In the case of any discrepancies arising from this Agreement, either institution may terminate with six (6) months' prior notice, provided that exchanges in progress, or agreed to, are not interrupted. In addition, articles of this Agreement may be revised upon mutual consultation of the both parties herein. For this purpose, the responsible parties will be the President of Korea University and the President of the University of Tours.

Signed on behalf of:
Korea University

Signed on behalf of:
University of Tours

Prof. Jin Taek Chung
President

Dr. Philippe Vendrix
President

Date: _____

Date: _____

ENTENTE DE COOPÉRATION UNIVERSITAIRE

entre

**UNIVERSITÉ FRANÇOIS-RABELAIS DE
TOURS
FRANCE**

et

**UNIVERSITÉ CONCORDIA
CANADA**

ENTENTE DE COOPÉRATION

entre

Université Concordia

1455, boul. de Maisonneuve O.
Montréal (Québec) H3G 1M8
Canada

et

**Université François-Rabelais de
Tours**

60, rue du Plat d'Étain – BP
12050, 37020 Tours Cedex 1
France

Dans un esprit de compréhension mutuelle et en vue de coopérer dans l'enseignement et la recherche, l'Université François-Rabelais de Tours (« UFRT »), France, et l'Université Concordia (« Concordia »), au Canada, ont conclu cette entente de coopération universitaire.

1. Principes de coopération universitaire

UFRT et Concordia conviennent que les principes suivants régissant leur relation sont essentiels à la réussite de leur coopération universitaire :

- 1.1. elle doit être mutuellement avantageuse;
- 1.2. elle doit se fonder sur des communications cordiales, franches et fréquentes;
- 1.3. elle doit témoigner de leur intérêt commun, de leur confiance mutuelle et de leur intention de traiter avec équité tous les participants.

2. Promotion des collaborations entre chercheurs et des échanges de professeurs

UFRT et Concordia encourageront la mise en place d'initiatives communes d'enseignement et de recherche et, à cette fin, choisiront périodiquement des domaines particuliers de collaboration. Les deux établissements conviennent de chercher du financement pour toute activité ou initiative de coopération.

- 2.1. Les deux partenaires conviennent qu'ils pourront inviter des membres du corps professoral d'un établissement ou l'autre à faire de la recherche et à donner des conférences spécialisées. UFRT et Concordia considéreront chaque demande au cas par cas, et les décisions dépendront de la disponibilité des fonds.
- 2.2. Les deux établissements fourniront un accès aux bibliothèques aux professeurs invités et les aideront, dans la mesure du possible, à organiser leur hébergement ainsi que d'autres affaires universitaires essentielles.
- 2.3. Les deux établissements conviennent que tout droit de propriété intellectuelle issu de collaborations entre chercheurs sera attribué selon les procédures de leur établissement respectif en matière de droits de propriété intellectuelle.
- 2.4. Les professeurs invités doivent détenir une assurance maladie complète qui respecte les exigences du pays d'accueil ou de l'université d'accueil, selon l'entité dont les normes en la matière sont les plus élevées.
- 2.5. Chaque proposition d'échange mutuel de professeurs pendant l'intégralité d'un trimestre ou d'une année universitaire fera l'objet de discussions, et une modification appropriée sera apportée en fonction des modalités de cette activité si elle doit avoir lieu.

3. Échanges étudiants

UFRT et Concordia pourront proposer la candidature d'étudiants de tous cycles pour l'échange. L'établissement d'accueil se réservera le droit de juger définitivement de l'admissibilité de chaque candidat proposé conformément à ses pratiques courantes et à la disponibilité des places. Chaque établissement informera l'autre une fois par an de toute restriction apportée à ses programmes.

- 3.1. UFRT et Concordia échangeront deux (2) étudiants du premier cycle ou des cycles supérieurs par semestre, ou un total de deux (2) par an. Un étudiant en échange durant deux (2) semestres sera considéré comme occupant la place de deux (2) étudiants. Le nombre d'étudiants en échange ne sera pas nécessairement équilibré dans une année universitaire donnée. UFRT et Concordia s'efforceront de faire en sorte que le nombre total d'étudiants participant au programme d'échanges s'équilibre sur une période convenue de cinq (5) ans. Les étudiants visiteurs admis en sus du nombre convenu pourront fréquenter l'établissement d'accueil en acquittant les droits prévus.
- 3.2. Les étudiants en échange demeureront inscrits à leur établissement d'origine et y paieront les droits de scolarité et autres frais. L'établissement d'accueil ne facturera aucuns frais d'admission, droits de scolarité ou frais connexes à ces étudiants. Des frais spéciaux pour certains programmes pourront cependant leur être facturés, auquel cas un avis écrit sera préalablement envoyé à leur établissement d'origine. L'établissement d'accueil avisera l'étudiant et son université d'origine des programmes en question.
- 3.3. Les échanges d'étudiants du premier cycle dureront au moins un (1) semestre ou au plus une (1) année universitaire normale, ce qui correspond à deux (2) semestres.
- 3.4. Les étudiants des cycles supérieurs pourront étudier durant au moins un (1) semestre ou au plus une (1) année universitaire, ou encore faire de la recherche pour une période convenue, normalement de deux à six (2 à 6) mois.
- 3.5. Les chercheurs stagiaires non-inscrits à des cours crédités doivent disposer du soutien, avec pièces à l'appui, du professeur-superviseur et du directeur de département de l'établissement d'accueil. Ce dernier n'est pas obligé d'offrir un financement, mais doit accepter par écrit le projet et la durée de la résidence. Les chercheurs stagiaires qui viennent au Canada doivent détenir un permis de travail temporaire.
- 3.6. Tous les étudiants doivent obtenir de leur établissement d'origine une approbation écrite du programme de cours qu'ils prévoient suivre à l'établissement d'accueil.
- 3.7. Les étudiants assumeront tous les frais de transport et de subsistance (logement et repas, livres, papeterie, dépenses imprévues) dans le pays d'accueil, et doivent détenir une assurance maladie complète ainsi que toute autre assurance voyage appropriée. Dans la mesure du possible, l'unité qui coordonne la mobilité des étudiants offrira une assistance ou aiguillera les étudiants visiteurs vers l'organisation universitaire ou privée appropriée. L'établissement d'accueil n'est pas dans l'obligation de fournir un financement aux stagiaires, aux étudiants en échange ou aux étudiants visiteurs, quelles que soient l'intention ou les circonstances.
- 3.8. Aucun des crédits obtenus ou des travaux universitaires réalisés à l'établissement d'accueil ne seront ultérieurement comptabilisés dans le cadre d'un diplôme ou d'un programme offert par cet établissement ou par son entremise. Tous les crédits

accumulés durant l'échange à l'établissement d'accueil s'appliqueront exclusivement au programme diplômant à l'université d'origine.

4. Coordination de l'entente

Pour l'UFRT, l'unité responsable de la coordination sera la Direction des Relations Internationales. Pour Concordia, il s'agira de Concordia International.

5. Prolongation, révision ou résiliation

La présente entente sera en vigueur durant cinq (5) ans à partir de la date de signature la plus récente. Sous réserve d'avis écrit, cette entente pourra être renouvelée comme elle est établie par la présente pour des périodes consécutives de cinq (5) ans, révisée par consentement mutuel ou résiliée dans les six (6) mois suivant l'envoi d'un tel avis par l'une ou l'autre des parties.

6. Résolution de litige

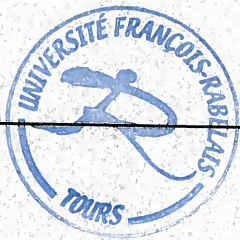
Tout litige résultant de la présente entente ou lié à celle-ci qui ne peut être résolu à l'amiable par des discussions entre les bureaux responsables sera conjointement soumis au Président de l'UFRT et au recteur de Concordia ou à leurs représentants pour résolution.

7. Approuvé et signé :

Au nom de l'Université François-Rabelais
de Tours

M. Loïc Vaillant
Président

Date : 06 FEV. 2015



Au nom de l'Université Concordia

Graham Carr, Ph. D.
Vice-recteur à la recherche et aux études
supérieures

Date : 16.01.15

Alan Shepard, Ph. D.
Recteur et vice-chancelier

Date : 21.01.15

Résumé et coordonnées

	Université Concordia	Établissement partenaire
Bureau responsable	Concordia International Andrew Lang, directeur 1455, boul. de Maisonneuve O., salle X-204 Montréal (Québec) H3G 1M8 CANADA Tél. : 1 514 848-2424, poste 4989 Télec. : 1 514 848-2888	Direction des Relations Internationales Sylvie Crochet, Directrice 60, rue du Plat d'Étain – BP 12050, 37020 Tours Cedex 1 FRANCE Tel: +33 (0) 2 47 36 67 33 Fax: +33 (0) 2 47 36 67 06
Personne-ressource	À déterminer Chef de la mobilité des étudiants Concordia International Tél. : 1 514 848-2424, poste 4989 Courriel : studyaway@concordia.ca	Benjamin Depauw Manager – Mobilité sortante (Etudes et Stages hors Europe) Direction des Relations Internationales Tel: +33 (0) 2 47 36 67 42 Email: mobsortante@univ-tours.fr Frédéric Soreau Manager – Mobilité entrante (Etudiants d'échange) Direction des Relations Internationales Tel: +33 (0) 2 47 36 67 17 Email: incoming.mobility@univ-tours.fr
Renseignements pour étudiants entrants ou sortants	Site Web : http://international.concordia.ca Courriel : studyaway@concordia.ca	Site Web : http://international.univ-tours.fr Courriel : internat@univ-tours.fr

Extension of Agreement of Academic Cooperation

between

University of Tours, FRANCE

and

Concordia University, CANADA

Whereas:

On February 15th 2015, Concordia University signed an Agreement of Academic Cooperation (“Agreement”) with the University of Tours in order to strengthen the collaborative research, faculty exchanges, as well as student mobility programs between the two institutions.

And:

NOW, THEREFORE, in accordance with the section 5 “Prolongation, Revision or Termination” of the original Agreement, the participating universities desire hereby to record their consent that this Agreement be extended for an additional five (5) years period effective as of the last date of signature of this Extension. Clauses of the Agreement remain unchanged.

In witness hereof, the duly authorized representative of each institution agrees to the provisions of this document.

On behalf of the University of Tours

On behalf of Concordia University

Dr. Philippe Vendrix
President

Dr. Christophe Guy
Vice-President, Research and Graduate Studies

Date: _____

Date: _____

Dr. Graham Carr
President and Vice-Chancellor

Date: _____

STUDENT EXCHANGE AGREEMENT

BETWEEN:

**SIMON FRASER UNIVERSITY
BRITISH COLUMBIA, CANADA**

(“SFU”)



**SIMON FRASER
UNIVERSITY**

AND:

**UNIVERSITE DE TOURS
TOURS, FRANCE**

(“UT”)



WHEREAS:

A. SFU and UT seek to promote scholarly exchange and international understanding by stimulating and supporting academic and intercultural activities between students from Canada and France; and

B. To assist in achieving this goal, SFU and UT wish to establish a student exchange program between the two institutions, all on the terms and conditions contained herein.

NOW THEREFORE in consideration of the premises and the mutual covenants and agreements contained herein, the parties hereto agree as follows:

1. Term.

This Agreement is valid for a 5 year term commencing on the first date of signature (the “**Term**”). This Agreement may be extended by agreement in writing signed by both institutions. This Agreement replaces the *Agreement for the Exchange of Students* which was signed January 18, 2008, renewed on March 14th 2014, and the *Cooperation Agreement* which was signed August 14, 2007, and all the parties rights and obligations thereunder.

2. Definitions.

In this Agreement the following words and expressions have the following meanings:

- (a) “**Academic Term**” means one regular academic term of study, whether called a term, quarter, trimester or semester;

- (b) “**Academic Year**” means September 1 through August 31;
- (c) “**Home Institution**” means that institution sending students on exchange and the institution from which those students intend to graduate; and
- (d) “**Host Institution**” means that institution receiving exchange students.

3. **Candidate Selection.**

- (a) Each Home Institution, following the admission requirements of the Host Institution, shall assume full responsibility for the assessment and selection of qualified exchange candidates. The selection process shall involve a stringent evaluation of the exchange candidate’s previous academic record, motivation, and overall potential to succeed in an international academic environment. The Host Institution shall respect the exchange student selection made by the Home Institution (provided the student is eligible for exchange) and will not reject a nomination, except in extraordinary circumstances.
- (b) Each institution, respecting the minimum language proficiency admission level established by the other, shall, as part of the screening procedure, closely scrutinize the language proficiency of all potential exchange candidates. Accordingly, each Host Institution shall waive any admission requirement relating to official language tests for all exchange students, subject to on-going review.
- (c) Students who are accepted for 2 Academic Terms must be in good academic standing upon the completion of their first Academic Term at the Host Institution in order to continue for a subsequent Academic Term of study at the Host Institution.

4. **Exchange Ratio.**

- (a) The number of semester spaces allocated by the host institution will be negotiated annually and agreed on by mutual consent in advance of any nomination and application deadline. These annual commitments will reflect cumulative activity and imbalance with the goal of ensuring balanced reciprocity is met within the term of the agreement. SFU and UT may agree to allocate spaces separately for particular academic programs or types of mobility. This will be determined annually and by mutual consent.
- (b) The home institution shall notify the host institution of the exchange students’ names and proposed courses by the student exchange application deadline set by SFU and UT.
- (c) Either institution may elect to send a full-time student on exchange for 1 Academic Term or 2 Academic Terms (2 students for 1 Academic Term will be equivalent to 1 student for 2 Academic Terms). Regarding “*Formation Duale*” program, either institution may send a student for more than 2 Academic terms, with a maximum duration of 5 terms, including one term to complete the *memoire (Master’s degree thesis)*. This will not

impact any students involved in the exchange as any exchange imbalances between the institutions will be addressed in accordance with the provisions of this Section 4(f).

- (d) Both institutions will seek agreement from the other as to how many students will be exchanged in a given Academic Year or Academic Term for exchange program and “*Formation Duale*” program.
- (e) While each institution shall try to exchange the same number of students in an Academic Year, neither party is required to do so. If/when either institution does not designate any qualified exchange students it will not impact the sending of the other institution’s students, since both institutions agree to operate the exchange on the basis of overall reciprocity.
- (f) If an exchange imbalance exists at the end of an Academic Year, it shall be resolved as follows:
 - i. provided this Agreement continues in force, every attempt shall be made to correct the imbalance by adjusting the number of students to be exchanged in the following Academic Year and for every Academic Year thereafter, unless otherwise agreed upon; or
 - ii. if this Agreement comes to an end (whether through expiry or sooner termination), the institution having hosted the larger number of exchange students up to the date on which this Agreement ends shall be entitled to rectify any existing imbalance within 2 years from the date on which this Agreement ends.

5. Courses.

- (a) A full-time student at SFU normally enrolls in 9 to 15 units per Academic Term, whereas a full-time student at UT normally enrolls in 30 ECTS credits per Academic Term. A participating exchange student may enrol in more or less units/credits per Academic Term, provided both the Home Institution and Host Institution agree.
- (b) SFU has some closed programs within particular faculties in which no exchange student will be able to take courses. These closed programs include: all programs in the Beedie School of Business (Faculty of Business Administration); the cohort programs in Contemporary Arts (Film Production, Dance, upper division Theatre); courses in the Publishing Program in the School of Communications; upper division (senior level) Kinesiology; upper division (senior level) Criminology; certain laboratory courses in Molecular Biology and Biochemistry; and, courses delivered by Distance Education. This list is subject to change without notice and additional restrictions may apply. SFU’s maintains a up-to-date list of restrictions online and will be updated and sent to UT at least three months prior to every Academic Term.
- (c) UT reserves the right to exclude students from restricted enrolment programs notably the Medical School, the Pharmaceutical Faculty. The list of these programs will be updated and sent to SFU at least three months prior to every Academic Term. This list is subject to change without notice.

6. Exchange Credits.

Neither institution shall be responsible for confirming the acceptability of transfer/exchange credits for students going on exchange. Each institution shall inform its exchange students that it is their responsibility to determine the acceptability of transfer/exchange credits for specific courses taken at the Host Institution toward degree completion at their Home Institution. It shall be the sole responsibility of the Home Institution to determine how many credits/units each exchange student shall receive for courses taken at the Host Institution.

7. Tuition/Fees.

- (a) Each SFU student shall pay tuition and other required fees to SFU and will be exempted from payment of tuition and other required fees at UT. SFU students participating to “*Formation Duale*” program delivered by the Department of sociolinguistics and language teaching (SODILANG), will also be exempted from payment of tuition and other required fees at UT, unless otherwise agreed.
- (b) Each UT student shall pay tuition and other required fees to UT and will be exempted from payment of tuition and other required fees at SFU, with the exception of:
 - i. a mandatory U-Pass fee, which provides students with unlimited multi-zone access to public transportation in the Greater Vancouver region at greatly reduced rates.
 - ii. a mandatory medical insurance fee, which provides exchange students with short term medical coverage (unless the UT student provides proof of acceptable equivalent coverage to SFU)

both of which will be payable to SFU and may be subject to change without prior notice.

- (c) Each exchange student shall be personally responsible for all other costs relating to participation in this exchange including, but not limited to: personal and living expenses, travel and related costs, books, school supplies and medical insurance.

8. Grading.

Exchange students will be graded based on the grading system of the Host Institution. Except under special circumstances, exchange students will be required to sit the same examinations for the courses in which they are enrolled as students of the Host Institution.

9. Graduation.

Exchange Students will continue to be treated as candidates eligible for degrees at their Home Institution, and will not be considered as candidates eligible for degrees at the Host Institution with the exception as per 9. b) noted below:

- a. Upon successful completion of all required coursework and practicum requirements of the Professional Development Program in the Faculty of Education at SFU, UT students may be eligible for recommendation by the

Faculty of Education to the BC Ministry of Education Teacher Regulation Branch (TRB) - BC Teaching Certificate - under the same terms and conditions as any other PDP student.

- b. Upon successful completion of all graduation requirements for UT Master, SFU students may obtain after 5 terms the UT Master's Degree "Formation Duale - Enseignement du/en français en Colombie-Britannique", under the same terms and conditions of any other UT student registered in the Master.

10. Research Activities

"Formation dual program" above-mentioned in 7. a) seeks to provide the best possible experience for higher degree research candidates and facilitate collaborative research by actively engaging in this Exchange Program. The collaborative research focuses on the fields of education, foreign language acquisition and teaching, and may be extended to other mutually agreed research fields in future.

As a matter of principle, the Program builds on existing research collaboration between the two institutions. The educational and/or scientific project managers are:
- for SFU : Prof. Danièle Moore, and Dr. Geneviève Brisson, Faculty of Education
- for UT: Assistant Professor Marc Debono, Laboratory DYNamiques et enjeux de la DIVersité (DYNADIV)

11. Community Capacity Building

Actions contributes to the development of sustainable and inclusive socio-economic growth between France and Canada and should ensure development and both institutions external actions objectives and principles, including social cohesion, community building, equity, proper geographical balance and diversity.

12. Accommodation.

On-campus accommodation is not guaranteed. Each Host Institution shall assist students in identifying on-campus or off-campus housing for the exchange period.

13. Transportation.

Each student participating in this exchange must provide for his/her own transportation to and from the Host Institution.

14. Health Services.

All exchange students will have access to the Host Institution's health services and/or local hospitals. However, all hospital and other medical expenses are the responsibility of each student. Each institution shall inform its exchange students that they must purchase insurance to cover medical contingencies while in the host country.

15. Student Behaviour.

All exchange students shall be subject to the same policies, rules, regulations, codes of behaviour and academic requirements as all other students attending the Host Institution.

Each institution shall instruct its exchange students to represent their Home Institution and country in the host community to the best of their ability.

16. Cancellation of Specific Exchange.

A Host Institution may, in exceptional circumstances, and in consultation with the Home Institution, ask an exchange student to return to his/her Home Institution. Such circumstances include, but are not limited to the following:

- (a) an exchange student accepted for 2 Academic Terms is not in good academic standing at the Host Institution upon completion of his/her first Academic Term; or an exchange student accepted in "Formation dual program" is not in good academic standing at the Host Institution upon completion of his/her first Academic Term.
- (b) an exchange student violates any of the policies, rules, regulations or codes of behaviour of the Host Institution.

All costs associated with an early departure under this section will be the responsibility of the exchange student.

17. No Discrimination.

Each institution shall select its student exchange participants on the basis of merit without regard to race, national or ethnic origin, colour, religion, age, sex, sexual orientation, marital status or disability. Each Host Institution shall treat all exchange students in the same non-discriminatory manner, subject to the policies, rules and regulations of the Host Institution.

18. Privacy.

Each institution shall ensure that all student records and personal data relating to exchange students are held securely and confidentially and to further ensure that no data is used or disclosed for any purpose other than so far as is necessary in connection with the administration of the student exchange program and as required by legislation. Further, both institutions acknowledge that personal data relating to participating students supplied by their Home Institution is to be processed by the Host Institution only in accordance with applicable legislation and otherwise on the express instructions of the Home Institution and agree that they will take appropriate technical and organizational measures against unlawful or unauthorized processing and accidental loss, destruction or damage of such personal data.

19. Emergency Response.

In the event of an emergency situation (being any situation that puts a student at risk including, but not limited to, incidents of civil unrest, violent incidents or natural disasters) each Host Institution shall provide the same services and assistance to all exchange students attending the Host Institution as it provides to all other students attending the Host Institution.

20. Point of Contact.

Each institution will arrange for a named member of staff to act as first point of contact with respect to the exchange program, and to co-operate as appropriate with members of the academic and administrative staff of the other institution in matters of emergency, discipline, advice and evaluation. At SFU the office responsible for the administration of the student exchange is SFU International Services for Students. At UT the office responsible for the administration of the student exchange is the International Relations Office.

21. Termination.

Either institution may terminate this Agreement prior to the end of the Term, with at least 90 days' written notice to the other institution. Such notice of early termination will be sent via email by the institution seeking early termination to the email address for the signatory (or his/her successor) at the other institution (with a copy to the office responsible for the administration of the student exchange). At the time of termination, any student exchanges already begun will be continued until their normal conclusion and the provisions of this Agreement respecting the rectification of any exchange imbalance upon termination of the Agreement shall continue to apply.

22. Amendments.

This Agreement may not be modified or amended in whole or in part, unless such an amendment is in writing and executed by both institutions.

23. Counterparts.

This Agreement may be executed in any number of counterparts with the same effect as if all parties had all signed the same document. All counterparts will be construed together and will constitute one and the same agreement.

24. Electronic Transmission.

This Agreement or any counterpart may be executed by a party and delivered by facsimile or electronically in PDF format and if so executed and delivered this Agreement or such counterpart shall for all purposes be as effective as if the party had executed and delivered the Agreement or a counterpart bearing an original signature.

25. Effective Date.

This Agreement will become effective when all the parties have signed it. The date this Agreement is signed by the last party to sign it (as indicated by the date associated with that party's signature) will be deemed the date of this Agreement.

24. This Agreement is drawn up in the English language. Any translation of the document into another language is for the convenience of the parties only and such translations will not have the force of law. The English language text shall prevail over any other.

Each party is signing this Agreement on the date stated below that party's signature.

UNIVERSITE DE TOURS

SIMON FRASER UNIVERSITY

Philippe Vendrix
President

Andrew Petter
President & Vice-Chancellor

Date:

Date:



**AGREEMENT FOR EXCHANGE OF
STUDENTS**



between

**The University of Tours
France**

and

**Vellore Institute of Technology
India**

Considering the French Law of Education,
Considering the Bill N° 85-1124 of October 21st 1985 regarding international cooperation of public higher education establishments under the authority of the Ministry of National Education,
Considering the legislation in force in India and in the State of Tamil Nadu,

BETWEEN

The University of Tours (hereafter referred to as UT), represented by its President, Mr. Philippe Vendrix, on the one hand,

AND

The Vellore Institute of Technology (hereafter referred to as VIT), represented by its Chancellor, Dr. G. Viswanathan, on the other hand,

The following has been agreed:

1. PURPOSE

Being aware that the quality of their teaching is strengthened by the establishment of international cooperation links, the Vellore Institute of Technology and the University of Tours wish to enter exchanges, with a view to their mutual enrichment on the scientific, academic and cultural levels.

The general objective of this Agreement is long-term educational collaboration in fields which are compatible with the orientation of each university, and which are relevant to the industrial, scientific, social and cultural interests and needs of the countries wherein the parties are respectively located.

The focus will be a collaboration between:

- **VIT** : All Faculties
- **UT**: All Faculties with the exception of the Faculty of Medicine.

2. ADMINISTRATION OF THE AGREEMENT AND MANNER OF IMPLEMENTATION

The programme will be administered by:

- Director, International Relations Office (IRO) - UT
- Director - International Relations – VIT

They will ensure that the study proceeds according to a reasonable schematic plan and ensure that the terms of this exchange program are carried out.

Both institutions agree to keep in regular contact through their respective **international offices** and to report progress or other specific information as requested.

3. STUDY LEVELS

Students concerned by the present agreement are:

- undergraduate (Licence) students
- and/or graduate (Master) students (postgraduate at VIT)

To be considered for acceptance by the host University, a student must fulfil the following conditions:

- Students from Tours must be registered at UT in an undergraduate or graduate program and will have completed one year of study in their home university. During the selection, a special attention will be given to the students registered at Polytech and at the Faculty of Science and Technology.
- Students from Vellore must be registered at VIT in an undergraduate or graduate program and will have completed one year of study in their home university.

- Students must have obtained overall satisfactory results as determined by the home university.

4. GENERAL CONDITIONS OF THE EXCHANGE.

It is anticipated that each year an approximately equal number of students from each university will participate in the exchange. The number of students to be admitted to the program each year will be up to 3 students at each university. 2 students accepted for one semester are deemed to be the equivalent of 1 student per year for the purposes of calculating the total number of students eligible for exchange that year.

Each partner will endeavour to match the yearly number of outgoing and incoming exchange students. Should the exchange be unbalanced in number over a given year, the balance will be restored accordingly over the five-year validity period of agreement.

A learning agreement will be prepared and signed by both parties and the student before the beginning of the mobility.

5. STUDENT ADMISSION AND FOLLOW-UP

- a. Each university will select the students for the exchange from its own institution according to published criteria and procedures.
- b. Each university will present the applications of the selected students to the partner university who will be asked to approve the candidates and the study programs of the candidates.
- c. Each university will accept the admission requirements and registration procedure of the host university. The candidates will accept the rules, regulations and registration procedure of the host university in the matter of course choice.
- d. Students will be informed of their acceptance no later than 15 May of each year for the first semester (beginning in September) or the 15 November for second semester exchanges (beginning in January). They must confirm their intention to accept or reject the offer by 15 June or 30 November.
- e. If an accepted candidate declines, the universities may offer the place to an alternate candidate.

- f. The host institution undertakes to establish the appropriate admission certificate with the student's name enabling him/her to enter the host country as an exchange student
- g. Students from both universities must have their course selections approved by their home department and appropriate academic authorities, in order to obtain transfer of credit towards their degrees.
- h. The host institution will not require students to take courses beyond those agreed above.
- i. Each university will provide the other with transcript records of the student's results. The home university will give credits for all or part of the courses followed by the student in the host university according to his/her results.

6. STUDENT REGISTRATION

- a. Students from both universities will register in their university of origin.
- b. Students will pay registration fees to their home university.
- c. Exchange students will not be charged tuition fees by the host institution but may be required to pay certain ancillary fees as specified by each institution. They will be responsible for their own travel and subsistence expenses.

7. LANGUAGE REQUIREMENTS

Courses at VIT are taught mainly in English. The list of courses available for exchange students can be found on:

<https://vit.ac.in/admissions/international/overview>

Courses at UT are taught in French and/or English. The list of courses available for exchange students can be found on: <http://cces.univ-tours.fr/> or

<http://polytech.univ-tours.fr/international/exchange-program>

Students will be required to meet the language proficiency requirements of the Host University.

To meet admission conditions at VIT, UT students should provide sufficient proof of English language proficiency as certified by the home university.

To meet admission conditions in UT, VIT students should provide sufficient proof of French language proficiency. For exchange programs in French, students should have reached B2 of the European Common Frame of Reference, meaning:

- Level 3 TCF: TCF B2 (399 points minimum)
- Level 3 TEF: TEF B2 (540 points minimum)

Or give proof of sufficient language proficiency, as certified by the home university.

In addition, to meeting admission conditions at UT, non-French speaking students who come to UT to follow courses in English in an Engineering or Science program are not subject to French proficiency requirements.

8. RIGHTS AND OBLIGATIONS OF PARTICIPANTS

All students participating in this exchange program:

- a. must study full-time at the host university for no less than a semester and no more than one academic year, in a program of studies approved and validated by the home university;
- b. must abide by the rules and regulations of the host university, including compliance with all laws of the host country. Violation of these laws shall subject the student to immediate expulsion
- c. are responsible for obtaining any necessary visa and otherwise complying with all immigration laws and regulations in the host country
- d. must have access to university restaurants at the same rates as those applied to students from the host university. The host university will assist students to find other living accommodations and to become integrated into their new social environment, but such assistance shall not include financial assistance.
- e. must warn the International Office in the home university and in the host university, as well as the staff responsible for the exchange, in the event of any problem, early departure or any modification of the terms of the exchange or in his/her learning agreement.

9. INSURANCE

All exchange students:

- a. must have adequate insurance coverage against risks sustained when living abroad
- b. are required to take, at their own expense, suitable medical insurance including special health costs, hospital fees and repatriation, providing adequate proof of this to the host university. Medical insurance can be provided by the host university. If such insurance is not taken out, the student must provide adequate proof to the host university that he/she possesses equivalent medical coverage. The student undertakes to agree that the host university is not responsible for any personal injury, loss or damage suffered by the exchange participant in case of medical emergency or force majeure.

10. DURATION

This agreement will be enforceable after signature by both parties and approval by competent authorities. It will be valid for a period of three years, unless otherwise repealed by either party, provided six months' written notice be given. In any case, it may not be repealed before the end of an academic year. In case of renewal, it will be further submitted to the approval of the competent authorities, in compliance with current legislation.

In case of difficulty, the partners agree to seek a solution by common consent. Should the problem persist, the parties will refer it to the competent jurisdictions.

Any modification to the current text, decided by both contracting parties, must be submitted to the approval of the competent authorities.

On expiration of the agreement, the contracting parties will provide a report concerning the actions undertaken or underway, one copy of which will be transmitted to the International Office.

11. EQUAL OPPORTUNITY

Both institutions subscribe to the policy of Equal Opportunity and will not discriminate on the basis of ethnicity, age, religion, nationality or sexual orientation. Both institutions shall abide by these principles in the administration of this Agreement and neither institution shall impose criteria for the exchange of students which would violate the principles of non-discrimination.

Two signed copies of the present agreement will be provided in English.

~

The University of Tours

The Vellore Institute of
Technology

The President

The Chancellor

Philippe VENDRIX

Dr. G. VISWANATHAN

MEMORANDUM OF UNDERSTANDING

between

the University of Tours (France)

and

Bujumbura International University (Burundi)

Considering the French Law of Education,
Considering the Bill Nr 85-1124 of October 21st 1985 regarding international cooperation of public higher education establishments under the authority of the French Ministry of National Education,

Considering the Legislation in force in Burundi,

Desirous of developing a friendly relationship between France and Burundi, the University of Tours and Bujumbura International University have decided to enter the following agreement so as to promote exchanges between the above-mentioned universities.

1. The partners will endeavour, whenever possible, to encourage contact and co-operation in the fields of tuition and/or research between their different departments. They will collaborate in fields that are within their scope of competence, such as:

- Joint research and tuition activities
- Exchange of university documentation and publications
- Exchange of faculty members for research purposes
- Student exchanges (study abroad program and internship)

2. The themes of the joint projects and the terms for the exchanges will be negotiated case by case, and will be finalised by separate agreements which will detail the implementation and financing of each individual project, taking into account the availability of funds of each university.

3. The present agreement will become valid after signature by both parties and approval by the relevant authorities. This agreement will be effective for a period of five (5) years. The relevant authorities must approve renewal. The parties will assess the activities that have been or are being implemented and a report will be drawn up and one copy of this report will be sent to the International Office.

Dated
The University of Tours,

Dated
Bujumbura International University

The President

The President

Dr. Philippe VENDRIX

Amb. Liberat MFUMUKEKO

AGREEMENT OF ACADEMIC AND EDUCATIONAL COLLABORATION

BETWEEN

DEPARTMENT OF INFORMATION AND
MANAGEMENT SYSTEMS ENGINEERING
NAGAOKA UNIVERSITY OF TECHNOLOGY

AND

UNIVERSITY INSTITUTE OF TECHNOLOGY – BLOIS
UNIVERSITY OF TOURS

Department of Information and Management Systems Engineering, Nagaoka University of Technology (NUT) and the University Institute of Technology Blois (I.U.T. Blois) - University of Tours (UT) - hereby agree to promote academic and educational collaboration and exchange between the two universities, with the joint purposes of improving mutual understanding between the two universities as well as between Japan and France, and of contributing to the advancement of academic and educational activities in areas of mutual interest.

Contents of the Collaboration Program

1. The two universities agree specifically to promote:
 - (1) the exchange of academic and administrative staff;
 - (2) the exchange of students;
 - (3) joint research on scientific and technological subjects;
 - (4) joint scientific and technological meetings, symposiums and lectures;
 - (5) the exchange of academic findings, publications, and other academic and educational information as appropriate; and
 - (6) other academic and educational collaboration and exchange approved as appropriated by the two universities.

Implementation of the Collaboration Program

2. Specific activities in line with the general areas of collaboration as listed above are to be carried out after mutual consultation and agreement between the two universities and each of the divisions concerned.

Intellectual Property

3. It is understood that the title to all inventions or discoveries made solely by UT resulting from the research performed hereunder shall reside at UT, title to all inventions or discoveries made solely by NUT shall reside in NUT, and title to all inventions and discoveries made jointly by NUT and UT shall reside jointly in NUT and UT.

Terms of the Agreement

4. This agreement shall become effective when the representatives of the two universities sign below, and shall remain effective for a period of 3 years. It is applicable solely to the IUT in Blois for a first test period of 3 years. This agreement may be renewed for a further period of 3 years by mutual agreement, at which point it may be opened to the entire University of Tours.

Revision of the Agreement

5. The two universities must confer with each other should they wish to revise the agreement before the end of the period of this agreement. This agreement may be terminated upon a written advance notice of one year from either university.

Languages used

6. The text of this agreement is established in English. Should any questions on any part of the agreement arise; the two universities will confer with each other to reach a mutual solution.

Nagaoka University of Technology

University of Tours

Professor Dr. Li Zhidong
Head, Department of Information and
Management Systems Engineering

Dr. Philippe Vendrix
President

Date :

Date :

I.U.T. Blois

Prof. Patrick Laffez
Director

Date :

MEMORANDUM OF UNDERSTANDING

between the

UNIVERSITY OF TOURS, FRANCE

represented by the
President,
Tours 37000,
France,

and the

NARESUAN UNIVERSITY, THAILAND

represented by the
President,
Phitsanulok 65000, Thailand

Preamble

The Naresuan University and the University of Tours intend to engage in academic exchange. The purpose of this Letter of Intent is to develop co-operation on the basis of equality and reciprocity and to promote relations and mutual understanding between the two institutions.

§ 1

Co-operation shall be carried out subject to the availability of funds and may include the following activities:

- a) exchange of scientific and administrative staff members and students,
- b) development and implementation of joint research projects,
- c) organisation of joint academic and scientific activities such as courses, lectures, symposia, etc.,
- d) exchange of scientific materials, publications and other relevant information,
- e) other forms of academic exchange subject to mutual consent.

§ 2

The implementation of these activities may be arranged by individual agreements (working agreements) which will be added to the existing Letter of Intent subject to mutual agreement between the parties. In these the financial details shall be arranged. For all activities appropriate external

funding must be secured. The university submitting a project proposal is in charge of ensuring that sufficient funds are available for its completion.

§ 3

In principle, co-operation may involve all faculties of the University of Tours and all faculties of the Naresuan University.

§ 4

Both institutions will make sure that visitors are sufficiently covered by health and accident insurance during their stay with the respective partner. If necessary, additional host country insurance has to be obtained. Furthermore, visitors are solely responsible for sufficient insurance coverage with regard to third party liability.

§ 5

This Letter of Intent will be valid for an initial period of 5 years. It automatically becomes ineffective in the absence of any projects as outlined in § 1. Otherwise both parties would have to discuss an extension of the co-operation and bring about a written consent.

This Letter of Intent may be amended or terminated at any time by an exchange of letters between mutually agreeing representatives of both universities.

In cases of conflict or dispute both parties should endeavour to solve the problem and to make mutual concessions if need be. Should both parties confirm in writing that a joint solution is impossible, the co-operation would automatically be cancelled at the earliest possible date.

§ 6

This Letter of Intent is produced in English. It is effective upon signature by the representatives of the partner institutions.

For the University of Tours

For the Naresuan University

Dr. Philippe Vendrix
President

Prof. Dr. Kanchana Ngourungsi
President

Tours,, 2020

Phitsanulok,, 2020